



**Army Reserve Clinical Credentialing Affairs Office  
United States Army Reserve Headquarters  
Fort McPherson, Georgia**

**Interfacility Credentials Transfer Brief (ICTB) Request Form**

Effective December 11, 1995, the Department of Defense (DoD), approved the use of an Interfacility Credentials Transfer Brief (ICTB) for all privileged providers sent temporarily from one DoD Medical Treatment Facility (MTF) or Dental Treatment Facility (DTF). The ICTB is a summary of the provider's credentials and eliminates the need to send the Practitioner Credentials File (PCF) or copies of the PCF to the gaining facility to be used to secure privileges.

To request an ICTB from a provider whose credentials are managed by the Army Reserve Clinical Credentialing Affairs (ARCCA) office, complete this form and fax it to ARCCA's ICTB Fulfillment Department at (404) 464-8042 or email it to [ictbrequest@usarc-emh2.army.mil](mailto:ictbrequest@usarc-emh2.army.mil).

Date of Request: \_\_\_\_\_

**Requestor Contact Information:**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Unit: \_\_\_\_\_ Position: \_\_\_\_\_

**Provider ICTB Needed For:**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

SSN: \_\_\_\_\_

**Duty Dates:**

Start: \_\_\_\_\_ End: \_\_\_\_\_

Duty AOC: \_\_\_\_\_ Duty Location: \_\_\_\_\_

Duty Purpose: ☐ Annual Training ☐ Individual Duty Training ☐ Mobilization

Privileging Facility Name: \_\_\_\_\_

Revised: 12/20/02  
ARCCA FORM ICTB-101 - Test

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